

**BERRYVILLE ARCHITECTURAL REVIEW BOARD**  
**Berryville-Clarke County Government Center**  
**MINUTES OF REGULAR MEETING**  
**Wednesday, February 7, 2013**

The regular meeting of the Berryville Architectural Review Board was held on Wednesday, February 7, 2013 at 12:00 p.m. in the Berryville – Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

**ATTENDANCE**

The following members of the Board were present: Ken Livingston, Vice Chair, Sue Cooper, Susan Wolk.

Absent: Jim Barb

The following staff member was present: Christy Dunkle, Town Planner

Others in attendance: Candice Kobetz

Mr. Livingston called the meeting to order at 12:00 p.m.

**APPROVAL OF AGENDA**

Mrs. Cooper moved to approve the agenda as written, seconded by Mrs. Wolk. The motion passed unanimously by voice vote.

**APPROVAL OF MINUTES**

Mrs. Wolk moved to approve the minutes of the January 2, 2013 meeting as written, seconded by Mrs. Cooper. The motion passed unanimously by voice vote.

**Sign Review**

**Candice Kobetz, Owner, is requesting a Certificate of Appropriateness for two signs (wall sign and freestanding sign on existing pole) at her business (All Season Consignment and Rider's Closet) located at 112 West Main Street, identified as Tax Map Parcel number 14A1-(A)-45, zoned C General Commercial.**

Ms. Dunkle said that the applicant is requesting approval of additional signage in front of her business located at 112 West Main Street. She said that Ms. Kobetz was present to discuss her requests. Ms. Kobetz presented a wall sign located adjacent to the front entrance and a two-sided sign that will be installed on an existing pole. Mrs. Cooper said that the design was nice and there was discussion about modifying the male figure in the logo. Mr. Livingston said that the wall sign was fine but asked for specific information about the installation of the freestanding sign. Ms. Kobetz said that it will be fixed with a metal "L" bracket. There was a discussion about the structure of the freestanding sign. Mr. Livingston asked if a professional signage designer and installer will be used and Ms. Kobetz said yes. Ms. Kobetz said that the sign will not be illuminated. Ms. Dunkle reminded the applicant that outdoor displays are prohibited. There was a discussion about the configuration of the sign and the brick planter where the sign is located. It was determined that Ms. Kobetz shall submit the final sign design and installation information to staff for administrative review.

There being no further comments, Mrs. Wolk moved, seconded by Mrs. Cooper, to approve the applicant's request as presented with final approval by staff after Ms. Kobetz submits specific information about the installation. The motion passed unanimously by voice vote.

### **Discussion – Battletown Pharmacy Signage**

Ms. Dunkle gave an overview of the signage request for the Battletown Pharmacy and Dr. Twigg's office. She said that one sign company had submitted signage designs for the pharmacy and another company submitted signage designs for Dr. Twigg. She said that due to limited allowances on side and rear elevations, she requested a cohesive submission identifying all of the proposed signage. She said that the sign company requested that the ARB review the front elevation for approval. There was a discussion about the color of the lettering (black) and the need for separation between the words "Battletown" and "Pharmacy". Mr. Livingston said that there is existing downcast lighting where the signage is proposed.

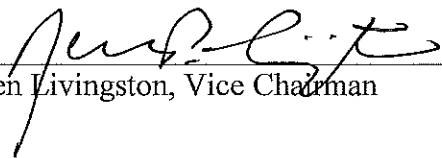
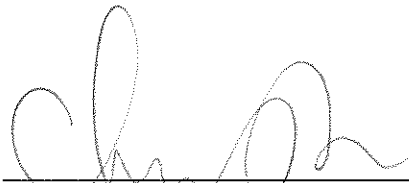
There being no further comments, Mrs. Wolk moved, seconded by Mrs. Cooper, to approve the request as presented. The motion passed unanimously by voice vote.

### **OTHER**

Mr. Livingston asked staff about the status of acquiring new members to the ARB. Ms. Dunkle said she would get an update from the Town Manager about the status of new appointments.

### **ADJOURNMENT**

There being no further business, Mrs. Wolk made the motion to adjourn the meeting, seconded by Ms. Cooper the motion was approved unanimously by voice vote. The meeting adjourned at 12:43 p.m.

  
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Ken Livingston, Vice Chairman  
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Christy Dunkle, Recording Secretary